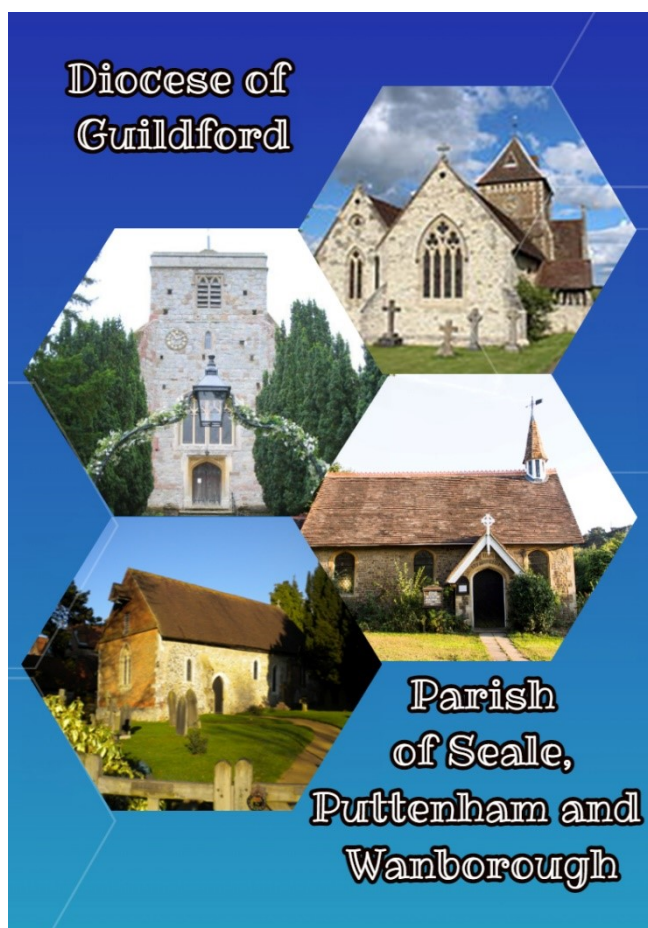


**SEALE, PUTTENHAM & WANBOROUGH PAROCHIAL CHURCH COUNCIL**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**For the year ended 31 DECEMBER 2022**



“Let the hearts of those rejoice who seek the lord” 1 Chronicles 16:10

St. Laurence Church, Seale, GU10 1HZ  
The Good Shepherd Church, The Sands, GU10 1LJ St.  
John the Baptist Church, Puttenham, GU3 1AR St.  
St. Bartholomew's Church, Wanborough GU3 2JR

**You are invited to**  
**the Annual Meeting of Parishioners (for the election of Wardens and**  
**for the election of Deanery Synod and PCC members)**  
**and the Annual Parochial Church Meeting to review the**  
**work of the PCC for the year ended 31<sup>st</sup> December 2022**

**To be held on Wednesday 24th May 2023 at 6.30pm**  
**This meeting will be conducted online using Zoom**  
**[APCM LINK](#) passcode 2022**

**All documents required for the meeting can be found within this pack.**

Correspondence address: The Rectory, Elstead Road, Seale, Farnham, Surrey GU10 1JA  
E-mail: [rector@spw.org.uk](mailto:rector@spw.org.uk) Web Page: [www.spw.org.uk](http://www.spw.org.uk)

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A.

## AGENDA

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For the APCM meeting to be held on 24 May 2023



**A.**

**Parish of Seale, Puttenham and Wanborough**

**Annual Meeting of Parishioners and  
Parochial Church Meeting  
Via ZOOM**

**Wednesday 24<sup>th</sup> May 2023 at 6.30 pm**

**AGENDA**

- 1.** Opening Prayers
- 2.** Apologies for absence

**Annual Meeting of Parishioners** *(All residents of Seale, Puttenham and Wanborough Ecclesiastical Parish whose names are entered on the Civil Electoral Roll, together with all members of the SPW Church Electoral Roll, are entitled to speak and vote at this meeting)*

- 3. Minutes of the Annual Meeting of Parishioners 2022** (May 20, 2022) & Matters Arising
- 4. Election of 6 Churchwardens for 2023 two for Seale and Sands, two for Puttenham, two for Wanborough** *(written nominations must be submitted to the Rector by May 23<sup>rd</sup> for two nominations at JTB Church Puttenham)*

**Annual Parochial Church Meeting** *(Only members of the SPW Church Electoral Roll may speak and vote at this meeting)*

- 5. Minutes** of the Annual Parochial Church Meeting 2022 & Matters Arising (not covered by the reports)

**6. Reports**

- (a) Rector's Report *(page 12 of Annual Report)*
- (b) Electoral Roll (Changes in membership) *(page 13 of Annual Report)*
- (c) Annual Report, PCC and Parish activities *(pages 13-18 of Annual Report)*
- (d) Financial Report and Accounts *(pages 18 to the end)*
- (e) Fabric Report *(pages 15-16 of Annual Report)*
- (f) Safeguarding Report *(page 13 of Annual Report)*
- (g) Deanery Synod Report *(page 16 of Annual Report)*

- 7. Elections** *(written nominations must be submitted to the rectory by 23<sup>rd</sup> May prior to the meeting)*

- (a) Election of 3 Representatives to Deanery Synod (every 3 years)
- (b) Election of PCC members (1 vacancy Puttenham, 1 vacancy Seale)

**8. Appointments**

- (a) Sidespeople (defer to PCC)
- (b) Independent Examiner for 2023 (defer to PCC)

**9. Any Other Relevant Business in the reporting year**

**10. Closing Prayers**



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B.

## MINUTES

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Of the APCM meeting held on 20 May 2022



## **B.**

PARISH OF SEALE, PUTTENHAM & WANBOROUGH

**Parish of Seale, Puttenham and Wanborough  
Minutes of the Annual Meeting of Parishioners and  
Annual Parochial Church Meeting  
Via Zoom  
Friday May 20, 2022 at 7 p.m.**

### **1) Opening Prayers**

The Revd. Stephen Thatcher opened the meetings with a prayer and welcomed all Zoom attendees.

### **2) Apologies for Absence**

Caroline Warburton, David Wilson, Brian Tout

### **3) Minutes of the Annual Meeting of Parishioners 2021 and Matters Arising**

Minutes of the 2021 Annual Parochial Church meeting had been distributed prior to the meeting. There were no comments on the Minutes and Ann Payne proposed, seconded by Elaine Whittle, that the Minutes be accepted as a true record.

Proposed: Ann Payne                      Seconded: Elaine Whittle

The Rector advised the meeting that the Minutes of the 2022 Annual Parochial Church meeting would be available within a month of the meeting.

### **4) Election of six Churchwardens for 2022 two for Seale and Sands, two for Puttenham, two for Wanborough.**

The Rector advised the meeting that Andrew Baxter and Mary Claire Cook would be standing down as Churchwardens of Puttenham. He expressed his gratitude to Andrew Baxter for all that he has done for Puttenham over several years and said that a more formal thank you from the PCC would be forthcoming. The Rector also thanked Mary Claire for her work as Deputy Churchwarden over the last year and noted that she is happy to continue to serve the Church as a PCC member.

The Rector announced to the meeting that Anne Concanen has agreed to stand as Deputy Churchwarden in Puttenham for a limited time until a Churchwarden has been nominated. The appointment of Anne Concanen was proposed as follows

Proposed: Chris Tuckwell                      Seconded: Cilla Batters

The meeting was unanimously in favour of Anne Concanen being appointed Deputy Churchwarden for Puttenham.

Anne Concanen announced she was looking forward to this temporary role and added she was relying on the continuing support from members of the Puttenham community.

Full nomination forms had been submitted of those wishing to be elected to stand as Churchwardens in all churches, as follows:

<u>Parish</u>	<u>Nominee</u>	<u>Proposer/Seconder</u>
Seale and Sands	Ann Payne	P – Marion Thorpe S – Sally Cooper
Seale and Sands	Elaine Whittle	P – Diane Johnson S – Brian Tout
Puttenham	Anne Concanen	P – Chris Tuckwell S – Cilla Batters
	Vacancy	
Wanborough	Anne Concanen	P – Dee Bramley S – David Wilson
Wanborough	( vacancy)	

The Rector advised the meeting that under Church law in a United Parish it is possible to run the entire parish with just two Church Wardens, although this would obviously prove onerous.

## **5. Minutes of 2021 Annual Parochial Church Meeting**

There were no comments from the meeting attendees on the 2021 Annual Parochial Church meeting Minutes and these were therefore accepted.

Proposed: Ann Payne                      Seconded: Elaine Whittle

## **6. Reports**

All reports had been collated in the Annual Report which had previously been posted on the SPWPCC website. The Rector made brief reference to individual reports and invited the meeting to ask any questions or make comments if they wished.

### **(a)Rector's Report – see Annual Report**

The Rector expressed his thanks to the PCC for the way they have supported the United Parish throughout the COVID pandemic. He enthusiastically applauded the manner in which the team had got through some tough times together.

### **(b)Electoral Roll – see Annual Report**

### **(c) Annual Report, PCC and Parish activities – see Annual Report**

The Rector added that much time and effort had been expended in making important investment decisions.

### **(d)Financial Report – see Annual Report**

Mike Cloughley wished to congratulate the PCC, and particularly Mike Thorpe, on managing Parish income and expenditure so efficiently, with the resulting healthier finances and bank balance.

John Hewitson also wished to echo Mike Cloughley's compliments to Mike Thorpe for all he has done to improve the financial situation.

John Hewitson also referred to Puttenham 100 Club which has raised over £3,000 over the last year and he wanted to congratulate everyone involved in the fund raising. He suggested this scheme could be used in other parishes.

John then queried with Mike Thorpe why in 2020 there was no reference to Puttenham 100 Club. Mike Thorpe explained that the 100 club was not reported in 2020 because of Accounting timings which was reflected in 2021 entries. Going forward Mike added that he had budgeted for £2k per year for the future.

The Rector extended thanks to the organisers of Puttenham 100 Club and said that a letter of thanks would be sent from the PCC to the Puttenham 100 Club.

**Action: Dee Bramley**

**(e) Fabric Report** – see Annual Report

The Rector noted that there had been significant maintenance actions during the year, highlighting the churchyard wall at Seale, clock repairs at Seale, repairs and repointing work at Puttenham. All work is now in progress and subject to faculties being obtained.

**(f) Deanery Synod** – see Annual Report

The Rector made reference to a recent Deanery Synod meeting he had attended with the Deanery Synod team where he was able to report favourably on the building work on the Sands extension and progress on other projects in the United Parish comparing SPW favourably with other parishes who had put work on hold during COVID.

There were no further comments on the Annual Report from the meeting participants and Mike Cloughley proposed and Ann Payne seconded approval of the Annual Report.

Proposed: Mike Cloughley

Seconded: Ann Payne

## **7. Elections**

**(a) Deanery Synod (3 representatives)**

Anne Concanen, Caroline Warburton and Sarah Webster have all confirmed their willingness to continue to represent the Parish as Deanery Synod members and were duly elected.

**(b) Election of PCC Members** (1 vacancy)

Mary Claire has indicated her willingness to continue as a member of the PCC; there was overall consent to that but no formal application or nomination had been submitted.

## **8. Appointments**

**(a) Sidespeople** – to be discussed by PCC members at meeting following APCM

The Rector wished to thank all sidespeople for their contributions to the smooth running of churches, which is much appreciated.

**(b) Independent Examiner for 2022** - to be discussed by PCC members at meeting following APCM



## **9. AOB**

Sarah Webster enquired as to the timing of the introduction of 'pop up' children's services. The Rector responded that 5 services are planned between June and Christmas, the first being a 'Blessing of Pets' service. Thereafter plans are in hand for a 'Blessing of Scarecrows; service and a 'Saints and Sinners' service. The idea is to get families into the church in a very relaxed fun way. Services will be in Seale and Puttenham.

The Rector also added that the Parish visiting scheme, already announced, would start in Wanborough.

Kathleen Smith raised a query about music in services and wondered whether the Ministry team would consider more contemporary and better known hymns for services. The Rector acknowledged that decisions on hymns can be challenging and they need to be appropriate to the particular service. It is the Rector's prerogative to choose hymns but he had delegated that to Geoff Graham as Director of Music. In this he is guided by the Royal School of Church Music (RSCM) publication 'Sunday by Sunday'. David Melville gave his opinion that Geoff could still follow the RSCM program but with a more modern addition every week.

The Rector concluded that he will pass on the sentiments of the meeting to Geoff. In respect of children's 'pop up' services, hymns will be decided by the Ministry team.

Mike Cloughley wished to thank David Melville and Juliana Baxter for their time and effort in practising the music and playing in church services, which is an enormous help to Geoff Graham in managing his time.

At the conclusion of the meeting Anne Payne announced she would like to propose a vote of thanks to the Rector for the sterling work he has done in the Parish,.

Proposed: Ann Payne

Seconded: Anne Concanen

## **10. Closing Prayers**

The Rector concluded the meeting with The Grace.



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## C. THE ANNUAL REPORT AND FINANCIAL STATEMENTS

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For the year ended 31 December 2022



## C.

# **SEALE, PUTTENHAM & WANBOROUGH PAROCHIAL CHURCH COUNCIL ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 DECEMBER 2022**

## **INTRODUCTION**

In compliance with the Church Accounting Regulations 2006, the Parochial Church Council (PCC) of Seale, Puttenham & Wanborough have prepared this report and the attached financial statements.

The report summarises the activities and plans of the PCC, who now submit it for review by parishioners at the Annual Parochial Church Meeting (APCM) to be held on Wednesday 24th May at 6.30pm online with Zoom.

## **ADMINISTRATIVE INFORMATION**

### **Parochial Church Council**

The Parochial Church Council is a body corporate established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956). The PCC is now a registered Charity (Charity No: 1129466). During 2022, the following were members:

Rector: The Revd. Stephen Thatcher

Curate: The Revd. Philip Roche

#### **Churchwardens:**

- Seale and The Sands Ann Payne  
Elaine Whittle
- Puttenham Anne Concanen (Deputy Warden)
- 
- Wanborough Anne Concanen (Vice Chair/ Deanery Synod Representative  
(elected October 2020))

#### **Elected Members:**

- Seale and The Sands Bill Biddell (elected October 2020)  
Mike Thorpe (elected 2019 - until September 2022)
- Puttenham Rhona Conn (elected October 2020)  
David Melville (elected October 2020)
- Wanborough Dee Bramley (elected October 2020)  
David Wilson (elected October 2020)

#### *Additional ex-officio members:*

The Rev. Philip Roche  
Chris Tuckwell  
Sarah Webster (Deanery Synod Representative - elected October 2020)  
Caroline Warburton (Deanery Synod Representative – elected May 2021)

PCC Secretary: Dee Bramley

The appointment of members of the PCC is governed by and set out in the Church Representation Rules.

## RECTOR'S REPORT

In the 12 months of this report, we have celebrated the Queen's Jubilee and mourned her death. We have also said goodbye to old friends who have died or moved out of the parish and we have welcomed some new arrivals to the church communities. Along with the church generally across the UK, our attendances continue in slow decline and our finances reflect that loss of income which adds to our quota debts. The cost of keeping our four churches warm over the winter has been staggeringly expensive and these bills will soon be payable. Despite a good effort at fund raising in 2022 we are still unable to clear the accrued quota debt of 2020. We welcome any ideas for fund raising in a push to balance the church accounts. Fund raising is a vital part of our income as is covenanted giving and giving generally. We also welcome any legacies that may be left to the SPW church funds. Gifts of this kind enable our churches to keep open and guarantee our future mission and ministry and our shared participation in the Anglican National Community.

The PCC supported a new initiative to build in "pop up" services to encourage attendances from children and young families. Whilst these have been successful, they have not added any new regular worshippers to our congregations. This is in keeping with the trend across the deanery and nation. To address this worrying trend, the Diocese of Guildford has announced plans to engage 20 new youth workers to support parishes in raising children and youth attendances. In the united parish, we have invited the diocesan "mission enabler" to focus on a way forward to address this in our rural context. To this end, we shall launch a "Vision Day" in 2023 followed by an "Alpha" course to stimulate church growth amongst the younger parishioners. We shall also be running a stewardship series to explore ways in which we can increase our giving and to expand giving to a wider electorate.

The recent quinquennial inspections on three of our churches have reported no major concerns, this is very good news and largely thanks to all three "Friends" support groups who give generously to essential maintenance projects, John Hewitson, Martin Bramley and Colin Chalker are thanked for the good work they do in organising funding for essential church projects. After some delay work starts in 2023 on the collapsed East wall at Seale Churchyard, The Seale church tower clock and three fabric projects in Puttenham church.

The near completion of The Sands Kitchen extension is exciting news, which will enable us to expand our hospitality in a number of ways, including resuming the Tuesday lunches, adding a coffee hub, pilgrim hub and bible hub. This should go some way to increasing our visitor income. We fully acknowledge that the project has been funded by generous donations from many sources including some major grants and material gifts. Ann Payne has been the driving force behind the project and is to be congratulated along with her team of helpers for indefatigable and unswerving commitment to every stage of the work.

2022 also brought in digital giving facilities in three of the churches, there is a small monthly fee for this provision but already the system has paid for itself with profits. Thanks to Geoff Graham for sorting this challenge out for us and for keeping the technology in good working order. The Church website has been significantly updated and our publicity has also improved. This is down to the creative skills of Anne Concanen. Anne is also thanked for her many other roles which she carries out with great devotion and professionalism. I also wish to acknowledge the good work of Revd. Phil Roche who stepped into the role of treasurer after the Stirling accountancy of Mike Thorpe and Marion Thorpe who has given many years of skilled tuition through her Bible Fellowship Group.

I conclude my report acknowledging all those who keep the church boat sailing in so many different ways: government, leadership, finances, maintenance, hospitality, service, worship, mission pastoral care, to name but a few. Every member ministry is alive and well in SPW and we are blessed by our shared discipleship.

Looking to even greater blessings in 2023.  
Rector

## MEETINGS

There were 4 meetings of the PCC during 2022 covering many different areas of business. With the country still emerging from the pandemic, the PCC reviewed service patterns and the Rector introduced the idea of trialling children's "Pop Up" services to encourage greater children's attendance. Members of the PCC were delighted to vote to renew Chris Tuckwell's licence and also to agree to both Kathleen Smith and Linda Thatcher going forward for pastoral assistant training.

The PCC continued to look at different ways to increase funds and discussed both QR codes and digital giving along with other fundraising activities. Also under discussion was the cost of energy. Mike Thorpe resigned as treasurer in May and the PCC expressed their gratitude for the outstanding job he has done over the past 2 ½ years. They also expressed their gratitude to Mike Cloughley for his meticulous work as Parish Giving Secretary.

Other items discussed and dealt with ranged from safeguarding and Deanery matters to building and repair projects around the parish and the dedication of the repaired pipe organ in Puttenham Church.

Thanks to all members of the PCC for their time, hard work and expertise.

## SAFEGUARDING *Anne Concanen*

As a PCC we are committed to the support, nurture and protection of everyone in our church community and, under the "Promoting a Safer Church" policy, creating a safe and caring place for all. We are committed to ensure that the safeguarding guidelines are followed in all parish activities and to ensure that any outside organisations hiring church premises comply with the parish safeguarding policy for children, young people and vulnerable adults. To date there have been no concerns raised.

Currently every member of the PCC has completed the online Core Basic Awareness Training. This lasts three years. Recent Diocesan changes in safeguarding training will mean that PCC members will also be able to increase their safeguarding knowledge on their next review. People involved in leadership roles are also regularly DBS cleared as are those working with children for Open the Book.

As Safeguarding Officer, I am here to respond to any concerns about children or adults in this parish, to make sure that proper advice is sought and to see that correct referrals are made. Historic or current matters relating to concerns and allegations of abuse by or against church officers are to be reported to me and, in liaison with the incumbent, these will be referred to the Diocesan Safeguarding Advisor.

In January 2022, development of the "Parish Safeguarding Dashboard" was begun by updating the Parish Statement of Safeguarding and by highlighting PCC responsibilities.

## THE ELECTORAL ROLL

The Electoral Roll numbers up until December 2022

	Dec 2021	Dec 2022
Total on ER	124	126
Seale total	80	85
Puttenham total	29	27
Wanborough total	15	14

**The electoral roll reflects the death of several staunch church members and few movements out of the United Parish.**

## **PARISH BIBLE STUDY** *Marion Thorpe*

In 2022 the Parish Bible Study group were again able to meet monthly in The Sands Church and the Bible Reading Fellowship notes were used.

At the end of the summer, Marion Thorpe retired from leading the meetings and the Rector assumed that role, with the meetings moving temporarily to Seale Church.  
During 2022 Several new members have joined the group

If you have any queries, and/or would like to join the group, please look in the Sunday Supplement for details New members are most welcome.

## **"OPEN THE BOOK"** *Anne Concanen*

2022 was the year that we gradually started to get back to normal after COVID. During the Spring Term, we used a combination of single costumed storytellers, narrators, special OTB videos and the help of the children to retell stories of Jesus' early life and ministry. It is always great being able to retell the stories with the help of the children and a memorable story was that of Jesus and the Centurion with the children acting out the Centurion's soldiers. During the summer and autumn terms we were joined by more storytellers and expanded our repertoire. The highlight of the year was a nativity with all available story tellers taking part.

We are really looking to build up our story telling team in 2023. If you would like to join us or just come and see what we do, please don't hesitate to contact us on 01483 811017.

## **MUSIC IN THE PARISH** *Geoff Graham*

The clear effect of Covid restrictions on our overall attendance numbers is reflected in both of our choirs. We continue to hold joint Choir Practices every week at Puttenham, but are few in number. Puttenham soldiers on, with a handful of singers most Sundays. Seale can just about manage to field a small choir, once a month.

I'm eternally grateful to Juliana Baxter, David Melville and Stuart Mayes, who generously give their time to practice and play for those services which I cannot attend.

There are a few occasions when it is necessary to have recorded accompaniments for services, when those gallant three aren't available. Please bear with us on those occasions. They are, at least, 'live' recordings by your Director of Music.

Finally, as noted above, we are increasingly short of choir members. I would urge anyone who enjoys singing to consider joining one or other of our choirs. Feel free to call me on 07870 146635 to discuss.

## **PUTTENHAM AND SEALE BELL TOWERS** *Andrew Baxter*

Normal bell ringing at Puttenham was limited to a couple of visiting bands. Bells were tolled for both the death and the funeral of Queen Elizabeth II.

At Seale ringing was similarly limited by lack of ringers. A number of weekly ringing practices including visiting ringers took place towards the end of the year.

Plans are in place to introduce new people to bell ringing in 2023.

## HEALTH & SAFETY

All risk assessments have been carried out in the 4 churches including churchyards and curtilage.

PAT testing is up to date on all electrical equipment and fire extinguisher and alarms are in good working order.

## FABRIC MAINTENANCE

**Church Architect:** Our Inspecting Architect for 2022 was **John Bailey** BA, BArch, RIBA, AABC.

### **Seale and The Sands** *Ann Payne*

#### **The Church of St Laurence**

Regular maintenance of the church and graveyard have been carried out throughout the year. Thanks to Sue Weir for organising church yard tidy ups. The church floodlights have been renewed, paid for by the Friends of Seale and are in good working order.

A digital giving system has been installed inside the church.

The Quinquennial Inspection took place on the 10<sup>th</sup>. May without any outstanding items needing priority attention.

#### **The Church of the Good Shepherd**

The kitchen extension has made good progress, with the help of the voluntary work from The Sands Community, grants and donations.

Services have been held twice a month, with a good attendance, despite the disruption of the extension works.

The Quinquennial Inspection took place on the 10<sup>th</sup>. May without any major works needing priority attention.

### **Puttenham** *Andrew Baxter, Anne Concanen*

#### **The Church of St John the Baptist**

All regular maintenance and servicing took place. The gas heating boiler, serviced in October, needed no extra repairs this year. A small leak in the bell tower was repaired. A digital giving system has been installed inside the church.

The final completion of the long-extended organ refurbishment was recorded in the first part of the year and we are now looking forward to a celebratory organ dedication service in 2023.

Quotes for the following work have been accepted and passed by the PCC.

- Repointing works at Puttenham Church Tower
- Repair to the Chancel North end window
- Repair to stone copings East end chancel roof

Puttenham Church is due for its Quinquennial Inspection in 2023.

## **Wanborough** *Anne Concanen*

### **The Church of St Bartholomew**

During 2022 all general maintenance work was done including PAT testing and servicing the fire extinguishers. There has been no reappearance of the water leak. A digital giving system has been installed inside the church.

The Church had its Quinquennial inspection last year and some repointing issues were reported on the south wall of the church, the roof and the vestry. It was decided to try to get these repairs done together and we are awaiting quotes from our local stone mason.

This year, the Church was only open for prayer over the Heritage weekend owing to the death of the Queen. However, people expressed their gratitude for finding a haven of peace and contemplation.

In December we tried our first live Carols by Candlelight for some years. Numbers were limited but it gave everyone a chance to enjoy the wonderful ambiance.

## **PUTTENHAM SCHOOL HOUSE** *John Hewitson*

The Management Committee was established in 1987 to look after the School House and supervise the letting of this listed building when not required for the use of the Head Teacher of Puttenham Church of England School. At the end of 2022, the Committee reported a cash balance of £23,463. Total expenditure on the upkeep of the house in 2023 is expected to exceed £8,000 ( *NB. Funds mentioned here are not reported as part of the Annual Accounts.*)

## **GODALMING DEANERY SYNOD 2022** *Anne Concanen*

Deanery Synod met twice in 2022 with Synod encouraging projects that could be set up by the parishes and looking at how parishes in the Deanery could help others with their expertise and knowledge. For example -

- Parishes were invited to submit applications to the Deanery mission fund for expenditure on evangelistic projects that they were developing
- Details of successful church activities within the parishes were heralded
- Specific parish skills that could be shared within the Deanery were documented.

Topics for discussion included parish's Mission Action Plans and the use of volunteers in parish life.

News from Diocesan Synod included changes in the management of Church Schools, changes in the Parish Quota and a new youth strategy.

New Deanery Synod elections will take place in May 2023.

Being a member of Synod is not an onerous job but it is vital that members represent their parish in Deanery plans and tell their PCC what is going on in Diocesan Synod and above. We would be happy to talk to anyone interested in becoming a new Synod representative.





**Headteacher: Anna De Filippis**

## **News from Puttenham CofE Infant School**

### **Academic Year 2022-2023**

We have had a very successful year at Puttenham CofE Infant School. The community have once again come together to ensure our village school provides the very best education and experiences for our children.

#### **Admissions and transition**

We currently have 91 children on roll. We welcomed 28 children into the reception class in September with their families. Our current published pupil number is 30 children per year group. The majority of our year 2 children went to Waverley Abbey and Aldro Schools last year.

#### **Academic achievements**

In November we had a two day Ofsted inspection. The inspection framework has changed significantly since our last inspection in 2009. We were delighted by the glowing report in which we received a rating of 'good' overall but outstanding in behaviour and attitudes, personal development and early years provision.

#### **Links with Community**

We have been well supported by Puttenham Church with the collective worship led by the Rector and weekly Open the Book assemblies. We thank the members of the Open the Book team for their continuing enthusiasm and dedication in bringing the Bible stories alive for our children. The Church services that have taken place include Harvest, Christingle, Ash Wednesday, St John the Baptist, Easter and our Leavers' Service.

We have continued our collaboration with other local schools in the Farnham Confederation. We focus on writing, reading, maths teaching and providing enrichment activities such as sporting events and theatre trips.

Children in year 2 were delighted to be part of Puttenham and Seale and Sands show by performing two maypole dances.

#### **Gardening Success**

Last year we won the 'Guildford in Bloom' School's competition award. We always make excellent use of our environment and this was recognised by the judges of the award. The staff and children grew plants, flowers and vegetables in the allotment and decorated the school in red, white and blue to celebrate the Queen's platinum jubilee.

#### **Events in School**

Annual and seasonal events have taken place in school including enrichment learning weeks such as creative and book weeks. The Parish Council kindly provide the site which enables each class to learn in the outdoor area through our Forest School programme. Last year the classes carried out trips to Wisley, Painshill Park, Portsmouth Sea life, Bocketts farm park and Barfield activity camp.

#### **Building Programmes**

Last year we replaced our flat roof and replaced lights in two classes.

**Anna De Filippis**  
**Headteacher**

## **VILLAGE NEWS** *Jane Randell (Lead Editor)*

The Village News continues to be produced monthly under the editorship of Mary Adkins, Dee Bramley, Simon Prichard and Jane Randell. Now that the country is getting back to normal more articles are coming in however it is rare that the magazine can be filled to its original 52 pages. We are still having the same number (590) of copies printed but are considering reducing the number next year.

The financial situation in December 2022 enabled the editors to agree to donate £1,000 to SPW PCC, £200 to Phyllis Tuckwell and £100 each to Seale Village Hall, the Marwick Hall, Wanborough Village Hall and The Sands Room. It was also agreed that there was no reason to increase the cost of the adverts or the magazine. At December 2022 the accounts showed that there would be a surplus of about £200 assuming no advertising income had been received.

## **FUNDRAISING EVENTS DURING 2022**

In 2022 money was raised through the Village News, Concerts, the Christmas Fair, Puttenham 100 Club, a Clay Pigeon Shoot and a Bric-a-Brac and Book sale. The total raised was £7,663

Our grateful thanks to all the organisers and to all those who contributed.

## **REVIEW OF FINANCE** *Phil Roche*

### **INTERIM TREASURER'S REPORT FOR YEAR ENDED 31/12/2022**

#### **Thank You**

A big thank you to Mike Thorpe for his sterling work as Acting Treasurer for three years. He worked tirelessly to establish a strong foundation of management for the parish accounts. He has also been of great help during the handover to the Interim Treasurer.

#### **Finance Review**

2022 continued to be a difficult year financially as the Parish of SPW, like many others, continues to redevelop its finances following the events of the last few years. The PCC are very grateful for the generous support of parishioners who have given of their own resources during the year. This giving was only marginally impacted by the cost-of-living increase towards the end of 2022.

Fundraising was a particular focus during the year with a number of special events including a clay pigeon shoot, concerts, various sales, and the Christmas Fair at Myrtles to name just a few. The PCC wish to thank all the volunteers who have given their time to support the work of the parish by organising and attending these events.

#### **Parish Share**

The PCC entered the financial year with a substantial debt of £19,695 of unpaid parish share from 2020. Guildford Diocesan Board of Finance agreed to the letting of Glebe Cottage as a method of repaying this debt. Unfortunately, no payment has been made against this debt since then.

During 2022 the PCC were unable to make the full parish share payment, with an in-year payment deficit of £16,000.

This means that the total parish share debt liable is £35,695

The PCC will need to prepare a plan for how to repay this.

### **Cost of Living Support**

Guildford Diocese Board of Finance recognised the challenges of the cost of living, in particular the increase in energy costs in the latter part of 2022. GDBF made two payments of £1,000 to all parishes to offset rising energy costs. The PCC have gratefully received and acknowledged this support.

### **Reserves Policy**

In accordance with Charity Commission rules the PCC is required to state its policy for the management of reserves:

**Investment policy:** The PCC has selected managed funds into which it invests the money from historic legacies. These funds match the risk profile that is felt appropriate and meet the PCC's requirement for ethical investments. The PCC reviews these investments regularly.

**General Reserves Policy:** The PCC aims to hold general unrestricted funds sufficient to meet six months running costs. It looks to fundraising and donations to meet the majority of normal running costs, however due to increasing costs, general income is insufficient for the day to day expense, so a reserve is required. The PCC were forced to close the general reserve fund due to the sum remaining being too small to be managed economically, and due to the challenging financial circumstance it has not been possible to rebuild this reserve

### **Restricted Reserves Policy:**

These funds are from historical legacies which are restricted to the upkeep of the churches of St John the Baptist, Puttenham and St Laurence, Seale. They are held in secure investments with the aim of achieving some income and growth; these funds are used for the general maintenance of the churches and churchyards. The investments are held such that should there be a cash requirement it can be readily realised.

### **Statement of Accounts**

**The full Statement of Accounts is appended to this report in section D**



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## D. THE AUDITED ACCOUNTS

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For the year ended 31 December 2022



**SEALE, PUTTENHAM and WANBOROUGH  
PAROCHIAL CHURCH COUNCIL**

**FINANCIAL STATEMENTS  
for the year ended  
31 December 2022**

**Bank**  
Lloyds Bank plc  
Castle Street, Farnham

**Independent Examiner**  
Mr Jeremy McIlroy  
The Street, Puttenham

**Interim Treasurer**  
Rev Philip Roche  
Ockford Rd, Godalming

**Independent Examiner's report to the PCC of Seale, Puttenham & Wanborough**

I report on the accounts for the year ended 31 December 2022 which are set out on pages 2 to 6

**Respective responsibilities of the PCC and the Independent Examiner**

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

**Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

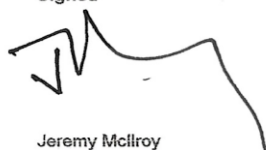
(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed**

**Date:**



Jeremy McIlroy

May 23, 2023

**SEALE, PUTTENHAM AND WANBOROUGH PAROCHIAL CHURCH COUNCIL**

**Statement of Financial Activities for the year ending 31 December 2022**

Description	Note	Unrestricted Funds	Puttenham Restricted	Seale Restricted	Sands Restricted	TOTAL 2022	TOTAL 2021
<b>INCOMING RESOURCES</b>							
Voluntary Income	2a	£68,648				£68,648	£82,322
Activities for generating funds	2b	£7,663				£7,663	£9,816
Income from Investments	2c	£24,701	£1,314	£1,493		£27,508	£24,142
Church Activities	2d	£5,350				£5,350	£1,934
Other incoming resources	2e	£3,119				£3,119	
<b>TOTAL INCOMING RESOURCES</b>		<b>£109,481</b>	<b>£1,314</b>	<b>£1,493</b>	<b>£0</b>	<b>£112,288</b>	<b>£118,214</b>
<b>RESOURCES EXPENDED</b>							
Church Activities	3a	£106,333				£106,333	£132,174
Generation of Voluntary income	3b					£0	£529
Fund-raising costs	3c	£1,269				£1,269	
Major Works					£41,052	£41,052	
<b>TOTAL RESOURCES EXPENDED</b>		<b>£107,602</b>	<b>£0</b>	<b>£0</b>	<b>£41,052</b>	<b>£148,654</b>	<b>£132,703</b>
<b>NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>£1,879</b>	<b>£1,314</b>	<b>£1,493</b>	<b>(-£41,052)</b>	<b>(-£36,366)</b>	<b>(-£14,490)</b>
<b>GAINS AND LOSSES ON INVESTMENTS</b>							
on disposal							£3,078
on revaluation	6b		(-£9,150)	(-£7,147)		(-£16,297)	£13,276
Increase in Parish Share Debt		(-£16,000)				(-£16,000)	
transfers between funds		£2,807	(-£1,314)	(-£1,493)		£0	
		(-£11,314)	(-£9,150)	(-£7,147)	(-£41,052)	(-£68,663)	
<b>Net Movement in Funds</b>		<b>(-£11,313)</b>	<b>(-£9,149)</b>	<b>(-£7,133)</b>	<b>(-£41,052)</b>	<b>(-£68,648)</b>	<b>£1,864</b>
<b>BALANCES BROUGHT FORWARD AT 1 JAN 2022</b>		<b>(-£16,562)</b>	<b>£78,523</b>	<b>£72,577</b>	<b>£41,052</b>	<b>£175,590</b>	<b>£173,725</b>
<b>BALANCES CARRIED FORWARD AT 31 DEC 2022</b>		<b>(-£27,875)</b>	<b>£69,374</b>	<b>£65,444</b>	<b>£0</b>	<b>£106,942</b>	<b>£175,590</b>
<b>Balance Sheet as at 31 December</b>							
<b>FIXED ASSETS</b>							
Tangible fixed assets							
Investment assets	6b		£69,032	£53,889		£122,921	£139,218
<b>CURRENT ASSETS</b>							
Debtors							£271
Short term deposits				£154		£154	
CBF deposit		£537		£11,401		£11,938	£11,738
Schroder Deposit							
Cash at banks		£7,283	£342			£7,625	£45,471
Cash in hand							£19
<b>LIABILITIES</b>							
Amounts falling due within one year	5	(-£16,000)				(-£16,000)	(-£21,171)
Amounts falling due after one year		(-£19,695)				(-£19,695)	
<b>NET CURRENT ASSETS</b>		<b>(-£27,875)</b>	<b>£69,374</b>	<b>£65,444</b>		<b>£106,942</b>	<b>£36,372</b>
<b>NET ASSETS</b>		<b>(-£27,875)</b>	<b>£69,374</b>	<b>£65,444</b>	<b>£0</b>	<b>£106,942</b>	<b>£175,590</b>
<b>FUNDS</b>							
Unrestricted		(-£27,875)				(-£27,875)	(-£16,562)
Puttenham Restricted Funds			£69,374			£69,374	£78,523
Seale Restricted Funds				£65,444		£65,444	£72,577
The Sands Restricted Funds							£41,052
		<b>(-£27,875)</b>	<b>£69,374</b>	<b>£65,444</b>	<b>£0</b>	<b>£106,942</b>	<b>£175,590</b>

## Notes to the Financial Statements for the year ended 31 December

### 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2005.

#### Funds

Restricted funds represent

Ann Mitchell Fund

Seale PCC was left a legacy in 2004 by Ann Mitchell for the upkeep of Seale Church and its churchyard. This money is invested by CCLA and Schroders and is used for the upkeep and maintenance of Seale church and churchyard.

Sands Church Extension Appeal fund

This appeal was started to raise funds to pay for the extension to the Church of the Good Shepherd in The Sands. At the start of 2022 this stood at £41,052. This amount has been expended on the works for the extension at The Church of the Good Shepherd

Sands Fabric Fund

The PCC was given a donation from the family of Alison Ball for the upkeep and maintenance of the Church of the Good Shepherd in the Sands, this brought about the formation of the Sands Fabric fund which is being used to pay for the design of the extension.

Seale Education Fund

Hugh Morgan Fund

Part of the capital from the sale of Seale School was put into a charity for educational purposes for Seale Parish; in 2015 In 1994 a bequest was received from Hugh Morgan of one half of his residual estate to be applied for such of the purposes of Section 5 of the PCC (Powers) measure 1956 as are charitable, with a wish (not binding) that it be used for the benefit of choir, organist and promotion of music in Puttenham church. This money is invested by CCLA and Schroders.

Unrestricted funds are available for all ordinary purposes of the PCC.

#### Incoming Resources

All incoming resources are accounted for when they are received.

#### Resources expended.

All expenditure is accounted for when it is incurred and is accounted for gross

#### Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993

#### Moveable church furnishings

Movable church furnishings held by the Rector and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected at any reasonable time. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statement. Subsequently no individual item has cost more than £1,000 so all expenditure has been written off when incurred.

Investments are valued at market value at 31 December.

2 INCOMING RESOURCES		Unrestricted Funds	Puttenham Restricted	Seale Restricted	Sands Restricted	TOTAL 2022	TOTAL 2021
2(a) Voluntary Income							
	Planned giving						
	Gift Aid Donations	£37,502				£37,502	£40,119
	Tax recovered	£8,203				£8,203	£9,790
	Other						£6,370
	Collections at services	£10,297				£10,297	£6,768
	Gift Days & Sundry Donations	£6,891				£6,891	£18,699
	Grants						
	Legacies						£576
	Other Restricted Income	£5,755				£5,755	
	Total	£68,648	£0	£0	£0	£68,648	£82,322
2(b) Activities for generating funds							
	Fund-raising - Jumble sale						£645
	Christmas Fair	£1,039				£1,039	£3,460
	Book Sales						£932
	Bric-a-brac sale	£304				£304	£304
	Concerts	£1,250				£1,250	£1,250
	Other	£5,070				£5,070	£25
	100 Club						£3,200
	Organ Restoration						
	Total	£7,663	£0	£0	£0	£7,663	£9,816
2(c) Income from Investments							
	CBF Deposit			£154		£154	£6
	Other dividend income		£1,314	£1,339		£2,653	£2,749
	Property Rental income	£24,701				£24,701	£21,386
	Total	£24,701	£1,314	£1,493	£0	£27,508	£24,141
2(d) Income from church activities							
	Bookstall	£10				£10	
	Fees	£5,340				£5,340	£1,934
	Total	£5,350	£0	£0	£0	£5,350	£1,934
2(e) Other Incoming Resources							
	Transfers	£3,119				£3,119	
	Total	£3,119	£0	£0	£0	£3,119	£0
TOTAL INCOMING RESOURCES		£109,481	£1,314	£1,493	£0	£112,288	£118,213



3 RESOURCES EXPENDED		Unrestricted Funds	Puttenham Restricted	Seale Restricted	Sands Restricted	TOTAL 2022	TOTAL 2021
3(a) Church activities							
Missionary and Charitable giving							
Overseas							
Home: Puttenham CofE Infant School							
Others							
	Total	£0	£0	£0	£0	£0	£0
Ministry: Parish Share		£60,059				£60,059	£86,914
Other ministry costs		£1,749				£1,749	£1,508
Diocesan & Clergy Fees		£2,944				£2,944	
Church: Utilities		£6,173				£6,173	£7,163
Other running costs		£6,853				£6,853	£3,373
Maintenance costs		£8,095				£8,095	£7,370
Upkeep of services		£1,378				£1,378	£1,098
Upkeep of Churchyard		£37				£37	£1,342
Books etc							
Salaries		£10,584				£10,584	£9,234
Costs related to other church property		£3,167				£3,167	£834
Admin, Printing and Stationary		£789				£789	£10
Bank charges & Management Fees		£309				£309	£456
Other Restricted Payments		£4,197				£4,197	
	Total	£106,333	£0	£0	£0	£106,333	£119,302
Major Works							
St John the Baptist							£3,372
St Bartholomew							
St Laurence							
Church of the Good Shepherd					£41,052	£41,052	
	Total	£0	£0	£0	£41,052	£41,052	£3,372
Fund-raising costs							
Expenses at Fundraising events		£1,269				£1,269	
Other							
Repayments from Seale Ed Fund							£529
		£1,269	£0	£0	£0	£1,269	£529
TOTAL RESOURCES EXPENDED		£107,602	£0	£0	£41,052	£148,654	£123,203

Major works at the Sands is the completion of the kitchen extension

### 3(a) Overseas Charities

When possible the Parish supports overseas charities, when collections are taken and donated to designated charities working overseas

4 No payments were made to members of the PCC apart from the reimbursement of expenses

5 Liabilities	Unrestricted Funds	Puttenham Restricted	Seale Restricted	Sands Restricted	TOTAL 2022	TOTAL 2021
Amounts falling due within one year						
Unpaid Parish Share 2022	£16,000				£16,000	
Amounts falling due outside one year						
Unpaid Parish Share 2020	£19,695					£21,171
	<u>£35,695</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£35,695</u>	<u>£21,171</u>

Liabilities falling due outside one year is unpaid Parish Share for 2020.

This has been accounted for in previous years Statements of Financial Activities but is shown here for reference only.

### 6 FIXED ASSETS FOR USE BY THE PCC

#### (a) Property

Glebe Cottage was valued in 2020 at £700,000. It is held in trust by the Diocese of Guildford.

Legal advice has been sought, and with the approval of Guildford Diocese Board of Finance, the PCC has let the property under an assured shorthold tenancy agreement

#### (b) Investment Fixed Assets

	Unrestricted Funds	Puttenham Restricted	Seale Restricted	Sands Restricted	TOTAL 2022	TOTAL 2021
<b>Market Value as at 1 January</b>	<u>£0</u>	<u>£78,182</u>	<u>£61,036</u>		<u>£139,218</u>	<u>£121,495</u>
Purchases at Cost, less disposals at carrying value						
General Fund Purchases						
General Fund Disposals						
Restricted Fund Purchases- Puttenham						£70,942
Restricted Fund Disposals- Puttenham						(-£68,113)
Restricted Fund Purchases- Seale						£55,000
Restricted Fund Disposals- Seale						(-£53,382)
Revaluation						
General Fund Shares						£7,240
Restricted Shares		(-£9,150)	(-£7,147)		(-£16,297)	£6,036
<b>Market Value as at 31 December</b>	<u>£0</u>	<u>£69,032</u>	<u>£53,889</u>	<u>£0</u>	<u>£122,921</u>	<u>£139,218</u>

#### Holdings as at 31 December

##### Restricted Funds

##### Hugh Morgan Legacy

##### Share Holding

44386.13- Cazanove Charity A Income

£24,128

£24,128

£26,880

5186.75- CBF Church of England Global Equity

£13,659

£13,659

£15,889

1512.19- CBF Church of England Investment Fund

£31,244

£31,244

£35,413

##### Ann Mitchell Fund

##### Share Holding

34411.87- Cazanove Charity A Income

£18,706

£18,706

£20,840

4071.51- CBF Church of England Global Equity

£10,722

£10,722

£12,473

1183.86- CBF Church of England Investment Fund

£24,461

£24,461

£27,724

<u>£0</u>	<u>£69,032</u>	<u>£53,889</u>	<u>£0</u>	<u>£122,921</u>	<u>£139,219</u>
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#### (c) DEBTORS

##### Sundry

<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£0</u>	<u>£3,179</u>
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